

HOUSING AUTHORITY OF THE TOWN OF MANSFIELD

REGULAR MEETING MINUTES

Housing Authority Office

June 14, 2013

8:30 a.m.

Attendance: Mr. Long, Chairperson; Mr. Simonsen, Vice Chairperson; Mr. Eddy, Secretary and Treasurer; Ms Hall, Assistant Treasurer; Ms Ward, Commissioner was excused; and Ms Fields, Executive Director.

The meeting was called to order at 8:40 a.m. by the Chairperson.

MINUTES

A motion was made by Mr. Simonsen and seconded by Mr. Eddy to accept the minutes of the May 16, 2013 Regular Meeting and the May 29, 2013 Special Meeting. Motion approved unanimously.

COMMENTS FROM THE PUBLIC

Mr. Adamcik, a tenant at Wrights Village, requested that the Board consider replacing the remainder of the trash enclosures. Ms Fields stated that the replacement was currently being discussed as part of the landscaping plan. Mr. Adamcik also brought to the Board's attention that there are areas of the sidewalk that "dip" and cause standing water when it rains and ice in the winter. Ms Fields agreed to look at those areas and address possible gutter extension to keep water from pooling in the area as a possible solution and the Landscaping Ad Hoc Committee will consider repair or replacement of those areas with the overall landscaping plan.

COMMUNICATIONS

None

REPORTS OF THE DIRECTOR

Bills

A motion was made by Mr. Eddy and seconded by Mr. Simonsen to approve the May bills. Motion approved unanimously.

Financial Reports –A (General)

A motion was made by Mr. Simonsen and seconded by Mr. Eddy to approve the April Financial Reports. Motion approved unanimously.

Financial Report-B (Section 8 Statistical Report)

A motion was made by Mr. Simonsen and seconded by Ms Hall to approve the May Section 8 Statistical Report. Motion approved unanimously.

REPORT FROM TENANT REPRESENTATIVE

Human Services Advisory Committee

Mr. Eddy stated that no meeting had taken place since the last Board meeting

General Reports

None

AD HOC COMMITTEE REPORTS

Landscaping Committee

The committee met on June 6 to discuss the plans submitted by the UCONN Plant Design class for Wrights Village. Natural light on the north facing units was discussed which prompted a discussion of installing Sun Tunnels in those units to provide natural light. Ms Fields researched Sun Tunnels and applied for a \$5,000 grant from CHFA, Resident Program Fund, which funds are to be used to impact the quality of life for residents. Ms Fields estimated 18 units would receive 2 sun tunnels at a total cost of approximately \$21,600.

In addition, there was consideration of removing/repairing the clothesline enclosures and/or adding a screened gazebo or two. Ms Fields sent out a short survey to residents requesting their input. The results from the surveys that were returned was that the clothesline at Buildings 200, 300, and 904 should be repaired and it was tied for repair and removal of the clothesline by Building 400. An overwhelming majority were in favor of two gazebos being placed on the property and thought they would be great place to gather, relax, socialize and not be bothered by bugs.

The committee also recommended that Camp Horizons be called to get a quote on cleaning up the slope along Route 275 of the invasive species, Bittersweet.

Mr. Eddy stated that due to the expanded discussion that the name of the Committee be changed from the Landscaping Committee to the Quality of Life Committee. The Board agreed.

UNFINISHED BUSINESS

Legal Updates

Ms Fields stated that there were no legal updates at this time.

Mansfield Tomorrow Housing Focus Group

Ms Fields, Ms Vangsness and Ms Ward attended the Housing Focus Group session on May 28, 2013. Ms Fields stated that there was a Public Hearing scheduled to consider a zoning change from residential to hotel use for a parcel at the Storrs Center project that it would be a good time to speak about adding an affordable housing component if a change is going to be considered. Ms Fields will attend the Public Hearing on June 17, 2013 and present the affordable housing consideration to the Planning and Zoning Board.

Holinko Estate Solar Panels

The Board reviewed the numbers and design criteria provided at the last Board meeting. The Board requested that Ms Fields ask C-TEC Solar to provide purchase summary and cash flow analysis for additional panel layouts and electrical inflation rates.

NEW BUSINESS

Section 8 Administrative Plan Changes – Chapter 4 Waiting List

Ms Fields discussed making changes to the Chapter 4 Administrative Plans to accommodate the new paperless waiting list opening.

A motion was made by Mr. Simonsen and seconded by Ms Hall to accept the changes to Chapter 4. Motion approved unanimously.

MEETING DATE REVIEW

The Regular Board Meeting for July has been changed from July 8, 2013 at 9:00 to July 25, 2013 at 8:30 am.

Mr. Simonsen suggested that an additional meeting be set up in August specifically to address the 2014 budgets.

OTHER BUSINESS

None

ADJOURNMENT

The Chairperson declared the meeting adjourned at 10:45 a.m. without objection.

Dexter Eddy, Secretary

Approved:

Richard Long, Chairperson